

# Steypning Parish Council



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[www.steyningpc.gov.uk](http://www.steyningpc.gov.uk)

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**TO: ALL MEMBERS OF THE FINANCE & COMMUNITY COMMITTEE  
YOU ARE HEREBY SUMMONED TO A MEETING OF THE COMMITTEE TO BE HELD ON  
TUESDAY 4TH OCTOBER 2016 AT 7.45 PM IN THE STEYNING CENTRE**

*Following the Local Audit and Accountability Act 2014, and with regard to regulations on Access to Local Government Meetings, members of the public are advised that they have a right to film/record the meetings of Steyning Parish Council. Members of the public are also advised that by attending a meeting of Steyning Parish Council, they give their consent to being filmed/recorded by other members of the public, if such activity is taking place. Any equipment used in the Steyning Centre and Plugged into the main electrical supply must be PAT tested.*

**MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THE MEETING BUT WILL BE  
ASKED TO LEAVE BEFORE ITEM 13 DUE TO THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEMS  
(Standing Order 3e applies)**

## **A G E N D A**

- 1. APOLOGIES** – to receive and consider apologies for absence
- 2. DECLARATIONS OF INTEREST AND DISPENSATIONS** – To note Declarations of Interest and any dispensations
- 3. QUESTIONS FROM THE FLOOR:**
- 4. MINUTES OF THE PREVIOUS MEETING** – to agree the minutes of the meeting held on 6th Sept 2016.
- 5. MATTERS ARISING AND ACTIONS** – to confirm matters arising and report actions from previous meetings.
  - 5.1** 45.1 – transfer funds to H&L budgets
  - 5.2** 46.3 – still to look at alternative back up IT solution
  - 5.3** 54.1 – all Says minutes received have been uploaded onto website
  - 5.4** 57.1 – See item 6 on this agenda
  - 5.5** 58.2 – Legionnaires update
  - 5.6** 59.1 – last year's budgets sent to all Chairs. Email received re Wardens contribution 17/18
  - 5.7** 60.2 – see item 8 on the agenda
  - 5.8** 61.1 – site meeting re number of sheds has taken place. See item 9.1 on this agenda
  - 5.9** 62.3 – two places booked on Planning training course
  - 5.10** 62.4 – Poll cards agreed at Full Council 12.9.16. HDC informed
  - 5.11** 63.1 – Wardens report deleted from future F&C agendas

- 5.12 64.1 – publishing of Annual Return complied with
- 5.13 65.1 – success in uploading 1 recording; budget provision for new website, review to commence later this year
- 5.14 65.2 – order has been placed for High Street toilet works subject of Big Lottery funding
- 5.15 67.1 – See item 13 on this agenda.
  
- 6. **SAYS**
- 6.1 Update, discuss and agree way forward with Horsham Matters and any financial implications for budgets 2017/18 and formation of new Joint Parishes Youth Committee
  
- 7.0 **BUDGETS 2017/18**
- 7.1 Discuss and agree way forward
  
- 8. **SECTION 106 MONIES**
- 8.1 Update inc revised list of Sec 106 monies from HDC
- 8.2 See list circulated of various projects to inform discussion way forward.
  
- 9. **ANY ITEMS FROM COMMITTEE MEETINGS** – items requiring financial approval or actions from this Committee
- 9.1 Playing Fields Committee - To discuss and agree financial implication for fencing at Rublees Allotments; agree grant to Steyning Orchard Group of up to £200 in respect of public liability insurance for Apple Day on 1.10.16; approve expenditure incurred of £176 + VAT to repair toilet at changing rooms;
- 9.2 Highways and Lighting - St cleaning/litter contract – update and agree potential financial implications
  
- 10. **FINANCE MATTERS**
- 10.1 To consider and agree Income & Expenditure Report for August/Sept 2016.
- 10.2 Election costs - approx. £6500
  
- 11. **INFORMATION AND CORRESPONDENCE ITEMS - none**
  
- 12. **DATE OF NEXT MEETING: 7.45pm on 1st November 2016**

**Due to the confidential nature of this item, Cllr Syred will propose that this be discussed in a confidential session - Standing Order 3e applies**

- 13. **CCTV**
- 13.1 Cllrs Goldsmith and G. Sullivan to provide update on High Street camera spec and price.
- 13.2 Update and discuss and agree way forward and any financial implications inc consideration of recent report from supplier
  
- 14. **LEGAL COSTS**

*C Stephenson*

**Carol Stephenson  
Clerk to the Council**